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REGULATION
NO. 1-120

ORGANIZATION
9 December 1955

OFFICE OF CENTRAL REFERENCE

2. MISSION

The Assistant Director for Central Reference is charged with providing central reference facilities for all components of the Agency, and with providing a central service for the coordination of intelligence requirements, the servicing of collection requests, and the dissemination of intelligence materials.

3. FUNCTIONS

The Assistant Director for Central Reference shall:

- a. Design, develop, and operate such central reference facilities as will ensure that the content of all available intelligence materials is immediately accessible to all offices of the Agency in support of intelligence production.
- b. In collaboration with the Management Staff, conduct research into, and advise Agency components upon, the application of machine techniques and special devices to problems of information control and bibliographic research. ✓
- c. Operate the CIA Library, which will serve all offices of the Agency in accordance with their needs and other agencies of the intelligence community to the extent possible.
- d. Provide books, periodicals, documents, and other publications required for use by all components of the Agency. ✓
- e. Develop and operate such specialized registers of biographic, industrial, and graphic intelligence data as may be required in support of intelligence production.
- f. Maintain biographic data on foreign scientists and technicians as a service of common concern as required by NSCID No. 2.
- g. Receive and disseminate, in accordance with current requirements, all incoming positive foreign intelligence information and intelligence. ✓
- h. Develop and implement dissemination policies and procedures in coordination with other offices of CIA and of the intelligence community. ✓
- i. Provide a central service for the coordination of specific foreign intelligence requirements.
- j. Determine, in collaboration with the agencies concerned, which collection facilities are best able to satisfy specific requirements and based on this determination, assign collection missions. ✓
- k. Conduct operational liaison with all components of the Agency and with other Government agencies and departments in the execution of the above mission and functions. ✓

4. ORGANIZATION

See organization chart, figure 2.

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REGULATION
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ORGANIZATION
Revised 8 July 1957

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OFFICE OF CENTRAL REFERENCE

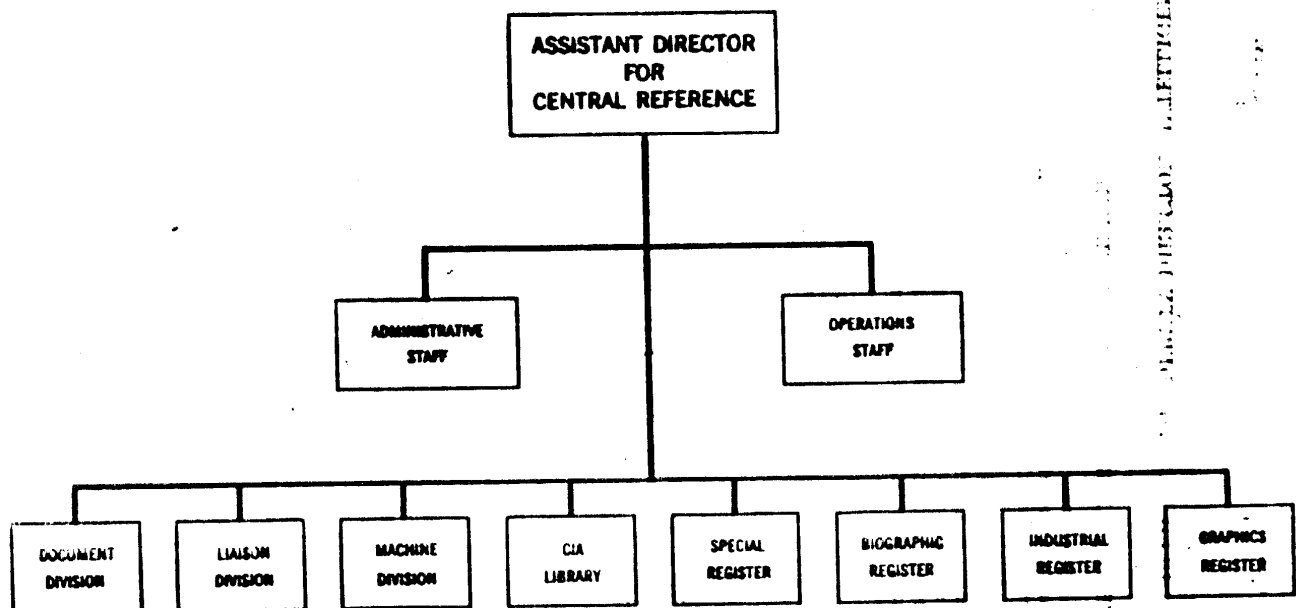


Figure 2

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